**MEETING MINUTES: SUMO DIGITAL GROUP PROJECT**

Date of Meeting : 30/01/2019

Time of Meeting :11:00 am

Attendees:-Vasile Petrut, Cristea Sorin, Louis Vagner

Apologies from:-

**Item One:- Postmortem of previous week**

What went well : -

What went badly : -

Feedback Recieved : -

Individual work completed:-

Person 1  
Person 2  
Person 3  
Person 4

Item 2:- Overall Aim of the current weeks sprint (What will the product look like by the end of the sprint. **Be Specific. We will have a .....That does X and Y**

Our aim for the current sprint is to come up with a concept regarding the brief.

Tasks for the current week:- We decided that we will have a meeting on Friday 1st of February at 11:00 am to discuss the concept of our game. All of us have the task to fill the brief response and come up with ideas.

You need to be absolutely clear as a team that individual participants understand the tasks they are being asked to complete and have estimated how long it will take them to finish. No more than 6 hours per person per week, 3 hours in lab based work and 3 remotely delivered.

Person 1 tasks  
Person 2 tasks  
Person 3 tasks  
Person 4 tasks

(These tasks to be uploaded and tracked on JIRA)

Item 3:- Any Other Business.

Meeting Ended :-11:30 am

Minute Taker:-30 minutes